



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health  
Freedom of Information Office  
Building 31, Room 5B-35  
31 Center Drive, MSC 2107  
Bethesda, Maryland 20892-2107  
phone: (301) 496-5633  
fax: (301) 402-4541

Via Email: [70859-89641301@requests.muckrock.com](mailto:70859-89641301@requests.muckrock.com)

September 10, 2019

Beryl Lipton  
MuckRock DEPT MR 70859  
411A Highland Ave  
Somerville, MA 02144-2516

Re: FOI Case No. 50927

Dear Ms. Lipton:

This is the final response to your March 22, 2019, Freedom of Information Act (FOIA) request addressed to the National Institutes of Health (NIH) FOIA office which was received in this office on the same day. You requested a copy of NIH FOIA Offices' budget materials for 2017, 2018, and 2019; staffing orders/reports/contacts/plans for 2017, 2018, and 2019; FOIA requester categories for 2017 and 2018; FOIA fee waivers for 2017 and 2018; and FOIA fee collection for 2017 and 2018.

We queried the files of the NIH Office of the Director, FOIA Office, for records responsive to your request. That search produced 330 pages responsive to your request, which are enclosed herein.

On September 4, we sent you an email explaining that much of the remaining records you requested are already publicly available on the HHS FOIA Annual Report which is posted here: <https://www.hhs.gov/foia/reports/annual-reports/index.html>

If you are not satisfied with the processing and handling of this request you may contact the NIH FOIA Public Liaison and/or the Office of Government Information Services (OGIS):

NIH FOIA Public Liaison

Stephanie Clipper  
Public Affairs Specialist  
Office of Communications and Public Liaison  
Building 1 Room 331  
1 Center Drive  
Bethesda, MD 20892  
301-496-1828 (phone)  
[nihfia@mail.nih.gov](mailto:nihfia@mail.nih.gov) (email)

OGIS

National Archives and Records Admin.  
8601 Adelphi Rd – OGIS  
College Park, MD 20740-6001  
202-741-5770 (phone)  
1-877-684-6448 (toll-free)  
202-741-5769 (fax)  
[ogis@nara.gov](mailto:ogis@nara.gov) (email)

In certain circumstances provisions of the FOIA and HHS FOIA Regulations allow us to recover part of the cost of responding to your request. Because no unusual circumstances apply to the processing of your request, there is no charge associated with our response.

If you have any questions about this response please call 301-496-5633.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roger Bordin", is written over a horizontal line.

Roger Bordin  
Freedom of Information Office, NIH

Enclosed: 330 pages